CHAPTER 169. SUPPORT A MAINTENANCE INTERNATIONAL STANDARDIZATION TEAM VISIT

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODES.

A. Maintenance: 3817

B. Avionics: 5817

2. OBJECTIVE. This chapter provides guidance to Federal Aviation Administration (FAA) inspectors assisting a Maintenance International Standardization Team (MIST) during inspections of Title 14 of the Code of Federal Regulations (14 CFR) part 145 repair stations that are approved under European Aviation Safety Agency (EASA) part 145 (hereinafter referred to as EASA part 145) in accordance with (IAW) the Maintenance Implementation Procedures (MIP) of a Bilateral Aviation Safety Agreement (BASA).

> **NOTE: Presently, EASA plans on continuing with the Joint Aviation Authority (JAA) MIST concept. In the future, EASA plans on establishing its own form of standardization program. The FAA will inform the inspector of any new procedures.**

3. GENERAL.

A. A MIST is a team of maintenance inspectors from EASA or EASA member authorities who are members of the European Union (EU) countries. (A listing of European member states can be found on the EASA Web site http://www.easa.eu.int/home/links_en.html.) These inspectors visit EASA-approved maintenance organizations (AMO) and repair stations to determine whether these facilities perform maintenance IAW the EASA part 145 acceptable means of compliance and guidance material. EASA may audit any repair station that has or requests EASA part 145 approval. During MIST visits, FAA inspectors will serve with EASA member inspectors.

B. The FAA and EASA have identified differences between 14 CFR part 145 and EASA part 145. These differences are embodied in special conditions to the MIP. A 14 CFR part 145 certificated repair station that is EASA-approved must develop an EASA supplement to its repair station manual (RSM) to comply with the EASA special conditions. When a MIST inspects a repair station, it will inspect specifically those areas referenced in the EASA supplement. It will also review the methods and procedures used by the repair station to perform work on aircraft registered in EU member countries and on the aircraft's engines, components, and appliances. EASA will use this information to evaluate the repair station's compliance with EASA part 145.

C. Although EASA MIST visits are separate from the certification audits of repair stations, they may provide valuable information to FAA inspectors. These teams will visit each FAA region every 1 to 2 years to sample standards of compliance achieved by EASA-approved part 145 repair stations. The team is comprised of two EASA members representing two different EASA member countries, an FAA regional representative serving as a MIST coordinator, and the principal inspector (PI) (the PI may be the principal maintenance inspector (PMI) or principal avionics inspector (PAI)) of the repair station being visited. In most cases, the MIST performs a snapshot audit of a number of part 145 repair stations, but may perform a more in-depth audit in any particular case.

4. FOCUS OF MIST VISITS. The focus of the EASA MIST visits are on the FAA's compliance with the BASA/MIP procedures as much as repair station compliance with the EASA special conditions. The MIST will spend a considerable amount of time at the FAA certificate-holding district office (CHDO) reviewing repair station records, CHDO repair station files, and past closed enforcement actions taken by the FAA. The team may also interview the PI and his or her assistants to confirm they have access to and knowledge of the latest FAA BASA/MIP guidance material. The MIST visits are designed to establish EASA continued confidence in the FAA's ability to comply with the agreement, not to pass or fail a repair

station based on the team's observations. The teams have adopted a system approach to the BASA/MIP process; therefore, the EASA audit will examine the FAA's system for surveilling and approving repair stations.

SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites:

- Knowledge of the regulatory requirements of 14 CFR parts 43 and 145
- Knowledge of the requirements of EASA part 145 approval of U.S. repair stations
- Successful completion of the Airworthiness Inspector Indoctrination course(s) or equivalent
- Successful completion of the domestic and foreign repair station training course 21058
- Previous experience with certification or surveillance of part 145 repair stations

B. Coordination. This task requires coordination with:

- Any repair station being inspected by the MIST
- The repair station's PI
- The FAA regional EASA coordinator
- FAA regional and district offices, as appropriate

2. REFERENCES, FORMS, AND JOB AIDS.

A. References (current editions):

- 14 CFR parts 43 and 145
- Order 8300.10, Volume 2, Chapter 161, Introduction to Part 145 Repair Stations
- 8300.10, Vol. 2, Ch. 162, Procedures for Certificating Part 145 Repair Stations/Satellites Located within the United States and its Territories
- 8300.10, Vol. 2, Ch. 164, Evaluate a Part 145 Repair Station and Quality Control Manual or Revision
- 8300.10, Vol. 2, Ch. 165, Evaluate Part 145 Repair Stations and Equipment
- 8300.10, Vol. 2, Ch. 166, Transition of Manufacturer Maintenance Facility (MMF) to a Domestic Repair Station
- 8300.10, Vol. 2, Ch. 167, Process the Application of a Domestic Repair Station for Approval Under European Aviation Safety Agency Part 145
- 8300.10, Vol. 2, Ch. 168, Evaluate an EASA Supplement to a Repair Station's Manual/Quality Control Manual
- European Aviation Safety Agency Guidance Material for the U.S./European Bilateral Aviation Safety Agreement (BASA) and Maintenance Implementation Procedures Guidance (MIP), referred to as MIP-G

B. Forms:

- EASA Form 8, Visit Report to a Non-JAA Territory Maintenance Organization
- EASA Form 10, Visit Report to a Bilateral/Unilateral Country
- EASA Form 9, FAA Status Report on EASA Approved FAR Part 145 Repair Station or Application for EASA Approval

NOTE: Initially, the JAA will continue to carry out many of these functions under contract to EASA, such as Maintenance Aviation Standardization Team (MAST) and Maintenance International Standardization Team (MIST) visits. EASA has assumed leadership in these areas using the JAA resources.

C. Job Aids. **TBD**

3. FAA RESPONSIBILITIES.

A. Responsibilities of the FAA Regional EASA Coordinator. Upon receiving a notice from EASA

that a MIST plans to visit a specific FAA region, the FAA regional EASA coordinator should:

(1) Assist the MIST and local Flight Standards District Office (FSDO) in developing an itinerary for team members.

(2) Coordinate the schedule of planned visits with all participants.

(3) Provide hotel and ground transportation information to the FAA EASA regional coordinator, who will forward the information to the EASA standardization coordinator at EASA headquarters, and copy the FAA headquarters coordinator. (EASA inspectors will confirm their own reservations.) The information should be forwarded to the EASA head of standardization at the following address. (Use e-mail, fax, or telephone to allow information to reach EASA in a timely manner.)

Head of Standardisation
European Aviation Safety Agency
Postfach 10 12 53
D-50452 Cologne (Koeln), Germany
Fax: 49 221 8999 099 or 0999 or 49 221 8999 04532 (from the United States, use 011)

(4) Notify the inspector of any repair station that the MIST intends to visit.

(5) Ensure the inspector will be present at the repair station during any inspection.

(6) Accompany the MIST on its visits to repair stations.

(7) Attend the entrance and exit briefings at inspected repair stations.

(8) Attend the EASA MIST team out briefing at the FSDO.

B. Responsibilities of the FAA Participating Inspector.

(1) Upon receiving notice from the FAA regional EASA coordinator that a MIST plans to visit a repair station for which the inspector has oversight responsibility, the inspector should:

(a) Notify the affected repair station of the upcoming MIST visit.

b) Obtain hotel and ground transportation information and forward the information to the FAA regional EASA coordinator.

(c) Accompany the MIST to the repair station.

(d) Attend the repair station entrance and exit briefings.

(e) Provide assistance to the EASA MIST members, if requested.

(2) Inspectors should note that the MIST visit is conducted by EASA to determine compliance with EASA part 145 and the EASA special conditions addressed in the EASA supplement to the repair station's RSM or quality control manual, if separate from the RSM. The FAA should offer coordination and assistance to the EASA MIST members to help them accomplish their tasks efficiently. Inspectors may be requested to provide FAA policy or guidance information to the MIST members if such questions arise.

(3) The EASA MIST team may spend a considerable amount of time at the CHDO. The FAA inspector will assist the EASA team members by providing them with requested repair station files, records, and FAA procedures/policy information. The FAA inspector will also be available to help answer any question the MIST team has.

(4) The FAA office and inspector are required to extend the highest degree of professionalism and respect to the foreign visitors.

4. INFORMATION REGARDING MIST INSPECTION.

A. The MIST inspectors will inspect the repair station for compliance with the repair station's EASA supplement. The MIST inspectors must inspect the repair station for compliance with EASA special conditions identified in vol. 2, ch. 168, they may also inspect for compliance with 14 CFR parts 43 and 145. However, they normally limit the inspection to the special conditions unless events lead them into additional areas.

B. As part of the BASA/MIP, the MIST visits are geared to reviewing FAA compliance with the BASA/MIP. EASA inspectors will review FSDO files and interview FAA inspectors to ascertain if the office has the current guidance material, records,

forms, and inspector knowledge of the current procedures associated with the implementation of the MIP. This is not a pass/fail inspection of the FSDO, but an effort to ensure the FAA inspectors are being provided with the current guidance and training.

C. The MIST inspectors will review the repair station's compliance with those items specified on EASA Form 9.

5. TASK OUTCOMES.

A. Complete PTRS.

B. Complete the Task. Completion of this task will result in the following:

(1) For any MIST visit, the FAA regional EASA coordinator should:

(a) Ensure the MIST inspectors provide the repair station and the FSDO with a debriefing;

(b) If the MIST team notes any FSDO or inspector deficiencies, the FAA regional coordinator should ensure these deficiencies are corrected as soon as possible.

(c) Review the results of the MIST inspection as recorded by the MIST inspectors on Form 8;

(d) Sign EASA Form 8 and EASA Form 10, and retain a copy of each form in the regional office files;

(e) Provide a copy of the completed and signed EASA Forms 8 and 10 to the CHDO FAA inspector;

(f) Forward a copy of any correspondence from EASA regarding a specific repair station to its inspector.

(2) For any MIST visit the inspector should:

(a) Review the results of the MIST inspection by obtaining a copy of EASA Form 8 from the FAA regional EASA coordinator;

(b) File a copy of the MIST inspection results in the repair station's certification file;

(c) If any deficiencies are noted:

1. Ensure an appropriate representative of the repair station is briefed on the deficiencies at the end of the MIST visit;

2. Confirm any 14 CFR-related findings with the repair station in writing;

3. Meet with an appropriate representative of the repair station to review all deficiencies in detail, if necessary;

4. Review the repair station's corrective action plan, if required;

5. When the PI has accepted the repair station's corrective action plan, the PI should forward a copy to EASA.

NOTE: Any deficiencies noted by the MIST visit should be corrected within 60 days of official notification from EASA).

(d) Receive written notification from the repair station that all deficiencies have been corrected;

(e) Ensure documentation recording each deficiency and corrective action is in the repair station's certification file;

(f) Place any letter from EASA accepting the corrective action taken by the repair station in the repair station's certification file; and

(g) Ensure any discrepancies are corrected adequately by inspecting the repair station, if necessary.

(h) The PI should complete an EASA Form 9 and forward a copy to EASA once satisfied the findings have been corrected.

(3) If the MIST determines there is a safety failure or significant failure to comply with the conditions for acceptance, this could result in complete or partial revocation of the repair station's EASA part 145 approval certification.

C. Document Task. File all supporting paperwork in the certificate holder's office file and update the Vital Information SubSystem, if appropriate.

6 FUTURE ACTIVITIES. Schedule and conduct a reinspection, if appropriate.

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